

	CLEARFIELD COUNTY EMERGENCY MANAGEMENT / 9-1-1 Standard Operating Procedures	Initial:
	SOP #: Police 5-22	Revised: 10-2005
	Subject: Rape / Sexual Offense	

RAPE / SEXUAL OFFENSE

- A. There are several problems that are encountered while processing this type of call. These calls must be processed as both police and EMS calls. The place of occurrence is seldom the same as the present location of the victim. If the place of occurrence is different than the present location the dispatch center must advise the officers of this so an attempt can be made to preserve the crime scene.
- B. For incidents of sexual offenses the dispatchers will obtain as much information as possible to include, but not be limited to, the following:
 - Where the incident occurred.
 - When the incident occurred.
 - Who is the victim? Present location? Condition?
 - Suspect information? Known to the victim? Armed? Description? Location if known?
 - Vehicle involved? Description?
 - Direction of travel?
 - Can the victim identify the suspect?
- C. The appropriate police department (and EMS service if required) will be dispatched. The dispatch of further emergency service responders will be done at the request of the police department.
- D. The dispatcher will need to use tact when questioning the caller on this type of incident. Discreet questions such as has the victim bathed or disposed of any soiled clothing should be asked, these are items if evidence and should be kept as untouched as possible.
- E. The dispatchers will run any license information that was obtained from the caller and relay it to responding police officers (with the exception of PSP).
- F. BOLO or ATL information will be dispatched by radio as soon as possible. As time permits, the information will also be group faxed to county police departments.
- G. When there are multiple calls on the same incident where a sexual offense has been reported, the dispatchers are to obtain the name, telephone number and address of ***all callers***. Information on ***all*** persons who call is of extreme importance regarding this type of incident and may be critical information that is needed to aid in the officer's ongoing investigation and if the case goes to court.